



# **FY 2023- FY 2024 Proposed Budget Overview**

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**March 4, 2022**



# PROPOSED BUDGET OVERVIEW

- The FY 2023 Proposed Budget begins the two-year budgeting process, including budget recommendations for both FY 2023 and FY 2024.
- The Board of Supervisors (BOS) may legally only adopt a final budget for FY 2023 and tax rates for Tax Year 2022.
- The BOS will approve the basis for the FY 2024 Budget and Tax Year 2023 tax rates during this budget cycle, including recommended changes, as the basis for the FY 2024 budget cycle.
  - Next year's budget cycle will only include changes based on revenue changes, state or federal mandates, or a BOS determined emergency.



# PROPOSED BUDGET OVERVIEW

The FY 2023 Proposed Budget totals \$409.3 million with an increase in local tax funding of \$20.1 million or 10.5%.

- General Fund totals approx. \$210.6 million, with \$95.8 million of direct cash for the Schools
  - 9.27% increase over FY 2022 or \$17.9 million
  - 2.91% increase over FY 2022 or \$2.7 million for Schools
- Fire and Rescue Levy totals \$25.9 million, \$6.4 million increase or 32.89%
  - Funding for Warrenton Volunteer Fire Company 24/7 staffing
  - Funding adjustments for historical actuals in OT and Workers Compensation and additional operating dollars for volunteer stations
- Proposed budget recommends a real estate tax rate of \$0.933, overall decrease in the rate of 6.1 cents.



# PROPOSED BUDGET OVERVIEW

The FY 2024 Proposed Budget totals approx. \$382.3 million with a decrease in local tax funding of \$2.4 million or 1.1%.

- General Fund totals approx. \$211.8 million, with \$95.8 million of direct cash for the Schools
- Fire and Rescue Levy totals approx. \$27.4 million
  - \$1.4 million increase or 5.52%
- Proposed budget recommends \$0.004 increase to the general real estate tax rate with no changes to the fire & rescue or conservation easement real estate tax rates, bringing the overall rate to \$0.937.



# PROPOSED BUDGET OVERVIEW

## FY 2023 Revenue Projections:

- Real Property continues to experience an annual growth rate of 0.93%.
- Personal Property growth based on the market is expected to continue to exceed normal trends
  - # of vehicles/other personal property has gone up
  - Value of cars and trucks continue to go up
  - Budget assumes an adjustment of the personal property tax rate from \$4.65 to \$3.45 to limit impacts of the current market
  - Businesses will also benefit from a lower personal property tax rate and offsets their BPOL adjustments
  - FY 2024 assumes 98.5% of the budget with an expectation that the market will normalize





# PROPOSED BUDGET OVERVIEW

## FY 2023 Revenue Projections, continued:

- Sales Tax
  - Average monthly revenue has increased to approximately \$1.1 million
  - Trends during the pandemic show growth exceeding 10%
  - Budget assumes growth of only 5% after an assumed reduction of \$2.5 million from the loss of the grocery tax
  
- Meals Tax
  - Budget assumes a six percent meals tax
  - Based on combined estimates from VACo and JLARC pre-pandemic
  - Estimated to generated \$4.8 million based on July 1, 2022 implementation



# PROPOSED BUDGET OVERVIEW

## FY 2024 Revenue Projections:

- Assume similar level of growth as FY 2023
- Neither year assumes substantial State or Federal funding adjustments



# PROPOSED BUDGET OVERVIEW

- FY 2023 Budget incorporates staffing adjustments approved mid-FY 2022 by the BOS:

Department	Adjustment	FTE
DFREM	Fire Technicians for SAFER Grant	15.00
DFREM	Reclassification of 1.0 Technician to 1.0 Captain for SAFER	0.00
DFREM	Reclassification of 2.0 Technicians to 2.0 Lieutenants for SAFER	0.00
DFREM	1.0 Captain, 2.0 Lieutenants, 9.0 Technicians (Warrenton)	12.00
General Services	Building and Grounds Crew Chief position added	1.00
Information Technology	Electronics Technician position removed	(1.00)
Library	Librarian position increased from 0.72 to 1.0 FTE	(0.21)
	Accounting Clerk position decreased from 1.0 to 0.51 FTE	
Management and Budget	Budget Technician III to Budget and Management Analyst I	0.00
<b>Subtotal, Mid-FY 2022 Adjustments</b>		<b>26.79</b>

- FY 2023 proposes 9.94 FTE
  - 1.0 FTE for public safety
  - 8.94 FTE general government





# PROPOSED BUDGET OVERVIEW

## Increase in Local Transfers from General Fund

- School Division Operating Fund - \$2.7 million increase or 2.9%
- CIP Cash - \$123k and Asset Replacement - \$2.8 million increase
- Debt Service Fund includes \$660K in FY 2023 and \$2.1 million increase in FY 2024
- Environmental Services – increase of \$1.1 million or 19%
  - Increase reflects FY 2022 raises, FY 2023 adjustments to benefits and operating costs associated with contractual obligations
- Airport - \$45K increase
  - Increase reflects FY 2022 raises, FY 2023 adjustments to benefits and the partial funding of the flight line technician position



# PROPOSED BUDGET OVERVIEW

## Fire and Rescue Levy

- First 5.8% contribution increase volunteer companies
- Full year of 2020 SAFER grant funding

Other operating expenditure increases limited largely to contractual obligations held flat the last two years

- Operating budgets were reviewed and funding reallocated within as possible to offset requests for additional funding
- Contractual increase, mandated increases, or service deficiencies were given highest priority
- Proposed budget includes Fleet maintenance labor increase to \$75/hour and the assumption to engage a third-party contractor for parts management



# PROPOSED BUDGET OVERVIEW

- Compensation and Benefit enhancements:
  - BOS approved final compression adjustments included for FY 2023 (first was FY 2020 and second was FY 2022)
  - FY 2023 includes an average 3% compensation adjustment:
    - Raise minimum to \$15.00 per hour
    - General Government and Public Safety Scales (Sheriff and DFREM) an average 3% increase
  - VRS retirement benefit increase from 10.37% to 11.61%
  - 15.3% health insurance increase
    - Split between employer/employee 90%/10%
  - FY 2024 includes no compensation increases and will be assessed in the following year based on minimum wage requirements passed by the Commonwealth
  - Health Insurance assumes a 5% increase



# PROPOSED BUDGET OVERVIEW

- The FY 2023 Proposed Budget incorporates the recently completed County-wide real property reassessment effective January 1, 2022
- Overall reassessment impact:
  - Approx. 26.5% increase in the total assessed value of real properties
  - Approx. 29.0% increase in the total taxable value from 2018 to 2022 which includes a reduction in the level of deferrals impacting the taxable value
    - This includes land use adjustments but not adjustments for tax relief for the elderly and disabled
    - Significant portion of increased value related residential properties 32.1%
    - Multi-family experienced approx. 46.9% increase
    - Commercial/Industrial just over 11.2% increase
    - Ag 20-100 acres was up about 25.7% and Ag over 100+ was up about 24.8%



# PROPOSED BUDGET OVERVIEW

- By code, a real property tax increase during reassessment is when the total assessed value of property would increase more than 1% (excluded new construction and improvements)
- Lowered Rate (State Code Requirement) vs Equalized Rate (Perceived Rate Adjustment)
  - Lowered Rate – real estate rate is set at a value that would yield same level of real estate revenue as prior year, excluding improvements & new construction
  - Lowered Rate – does NOT mean a tax bill will adjust based on effects of reassessment
  - Equalized Rate – what is perceived as no tax bill increase, this would yield less revenue than prior year





# PROPOSED BUDGET OVERVIEW

## An Overview of the Average Residential Assessment

Tax Year	Tax Rate	Taxable Value	% Value Change	Tax	SWM Fee	Total Tax Bill	\$ Change in Tax	% Change in Tax
2018	\$0.982	\$378,000	17.6%	\$ 3,711.96	\$ 13.64	\$ 3,725.60	\$ 373.65	11.15%
2019	\$0.994	\$378,000	0.0%	\$ 3,757.32	\$ 13.64	\$ 3,770.96	\$ 45.36	1.22%
2020	\$0.994	\$378,000	0.0%	\$ 3,757.32	\$ 13.64	\$ 3,770.96	\$ -	0.00%
2021	\$0.994	\$378,000	0.0%	\$ 3,757.32	\$ 13.64	\$ 3,770.96	\$ -	0.00%
<b>2022 Lowered</b>	\$0.795	\$460,445	21.8%	\$ 3,661.00	\$ 13.64	\$ 3,674.64	\$ (96.32)	-2.55%
Tax Bill Change since 2018							\$ (50.96)	-1.37%
Annualized Tax Bill Change since 2018							\$ (10.19)	-0.34%
<b>2022 Proposed</b>	\$0.933	\$460,445	21.8%	\$ 4,295.95	\$ 13.64	\$ 4,309.59	\$ 538.63	14.28%
Tax Bill Change since 2018							\$ 583.99	15.68%
Annualized Tax Bill Change since 2018							\$ 116.80	3.71%
<b>2022 Advertised</b>	\$0.994	\$460,445	21.8%	\$ 4,576.82	\$ 13.64	\$ 4,590.46	\$ 819.50	21.73%
Tax Bill Change since 2018							\$ 864.86	23.21%
Annualized Tax Bill Change since 2018							\$ 172.97	5.36%
<b>Current</b>	\$0.994	\$460,445	21.8%	\$ 4,576.82	\$ 13.64	\$ 4,590.46	\$ 819.50	21.73%
Tax Bill Change since 2018							\$ 864.86	23.21%
Annualized Tax Bill Change since 2018							\$ 172.97	5.36%

Lowered Rate  
Same tax revenue  
as FY 2022

Rate to Fund  
Proposed FY 2023

Advertised Rate  
Add'l Flexibility

Tax Year 2021 rate

For the average homeowner, this is a projected \$557.05 biennium increase based on average residential assessment of \$460,445

- An increase of \$538.63 in Tax Year 2022
- An increase of \$18.42 in Tax Year 2023



# PROPOSED BUDGET OVERVIEW

## TAX RATE CHANGES

The FY 2023 and FY 2024 Proposed Budgets recommend a 5.7 cent decrease over the two-years:

- Tax Year 2022 (FY23) – 6.1 cent decrease
  - 8.4 cent decrease General
  - 2.4 cent increase in Fire and Rescue Levy
  - 0.001 cent decrease Conservation Easement Levy
- Tax Year 2023 (FY24) – 0.4 cent increase in General rate

Tax Rate Change	Tax Year 2021	Tax Year 2022	Tax Year 2022 Change	Tax Year 2023	Tax Year 2023 Change
<b>Overall Real Estate Tax Rate:</b>	\$0.994	\$0.933	(\$ 0.061)	\$0.937	\$ 0.004
<b>Real Estate – General</b>	\$0.855	\$0.771	(\$ 0.084)	\$0.775	\$ 0.004
<b>Real Estate – Fire &amp; Rescue</b>	\$0.133	\$0.157	\$ 0.024	\$0.157	\$ 0.000
<b>Real Estate – Conservation Easement District</b>	\$0.006	\$0.005	(\$ 0.001)	\$0.005	\$ 0.000

Annual Tax Bill Change	Tax Year 2021	Tax Year 2022	Tax Year 2022 Change	Tax Year 2023	Tax Year 2023 Change
<b>Annual Tax Bill by Assessed Value:</b>	\$0.994	\$0.933	(\$ 0.061)	\$0.937	\$ 0.004
<b>Per \$100,000 of assessed value</b>	\$994.00	\$933.00	(\$61.00)	\$937.00	\$ 4.00
<b>Average Residential Assessment: \$460,445</b>	\$3,757.32	\$4,295.95	\$ 538.63	\$4,314.37	\$18.42



# PROPOSED BUDGET OVERVIEW

## Tax relief for Elderly

- Background: This program provides real estate tax relief for an individual that qualifies for exemption of a dwelling and up to five acres.
- The County reviews the level of tax relief provided every few years, not only in terms of the impact but also the level of relief provided in comparison to other jurisdictions around us or similar to us in Virginia.
- Last reviewed based on 2018 tax rate benchmarking study, utilizing annual tax rate data compiled by Weldon Cooper.
- Two major factors to qualify: Gross Combined Income and Total Combined Net Financial Worth



# PROPOSED BUDGET OVERVIEW

## Tax relief for Elderly

- County's benefit is one of the highest income and net worth amounts in the area, including all of PD9
- County does not have a tiered relief exemption amount however some localities with higher combined gross income than Fauquier do not provide 100% benefit
- Overall, the County is comparable with other jurisdictions particularly without a tiered exemption amount
- A PDF of comparator information has been uploaded as a separate document in the work session.
- Recommendation: If the Board is interested in providing an adjustment OMB suggests an annually adjustment tied to CPI-U, Social Security COLA or County employee increases
  - While annual estimate is unknown until all eligible applicants apply best estimates would be no more than \$85,000 loss annually



# FAUQUIER COUNTY TAX RATES

Tax Year 2020-2023 Tax Rates				
Description	Tax Year 2020	Tax Year 2021	Tax Year 2022 <sup>1</sup>	Tax Year 2023 <sup>2</sup>
Overall Real Estate Tax Rate:	\$0.994	\$0.994	\$0.933	\$0.937
Real Estate – General	\$0.855	\$0.855	\$0.771	\$0.775
Real Estate – Fire & Rescue	\$0.133	\$0.133	\$0.157	\$0.157
Real Estate – Conservation Easement District	\$0.006	\$0.006	\$0.005	\$0.005
Stormwater Management Fee <sup>3</sup>	\$13.640	\$13.640	\$13.640	\$13.640
Marshall Electric Light and Business Improvement District Levy	\$0.005	\$0.025	\$0.025	\$0.025
Personal Property – General	\$4.650	\$4.650	\$3.450	\$3.450
Personal Property – Fire & Rescue	\$0.250	\$0.250	\$0.250	\$0.250
Business Furniture, Fixtures, & Equipment	\$2.300	\$2.300	\$3.450	\$3.450
Motor Homes & Campers	\$1.500	\$1.500	\$1.500	\$1.500
Motor Vehicle Carriers (30+ Passengers)	\$1.000	\$1.000	\$1.000	\$1.000
Mobile Homes	\$0.994	\$0.994	\$0.933	\$0.937
Machinery & Tools	\$2.300	\$2.300	\$3.450	\$3.450
Aircraft <sup>4</sup>	\$0.001	\$0.001	\$0.003	\$0.003
Specially Equipped Handicap Vehicles	\$0.050	\$0.050	\$0.050	\$0.050

<sup>1</sup>The County Administrator has advertised a Tax Year 2022 rate of \$0.994 to allow the Board of Supervisors the utmost flexibility when considering the proposed budget.

<sup>2</sup>The Tax Year 2023 rate is based on the Fiscal Year 2024 Proposed Budget and will not be set until spring 2023.

<sup>3</sup>The Stormwater Management Fee is a countywide special assessment, on a per parcel basis with the exception of any parcels excluded by act of the Board of Supervisors.

<sup>4</sup>Aircraft stored at the Warrenton-Fauquier Airport are subject to a special maintenance fee assessment.





# PROPOSED TAX RATES IN THE REGION: REAL ESTATE

Jurisdiction	Tax Year 2021	Tax Year 2022	2021-2022 Change
Albemarle County <sup>1</sup>	\$0.854	\$0.854	\$0.00
Alexandria City <sup>1</sup>	\$1.110	\$1.110	\$0.00
Arlington County <sup>1,3</sup>	\$1.030	\$1.030	\$0.00
Culpeper County <sup>1,4</sup>	\$0.550	\$0.550	\$0.00
Fairfax County <sup>1,3</sup>	\$1.186	\$1.186	\$0.00
<b>Fauquier County<sup>3</sup></b>	<b>\$0.994</b>	<b>\$0.933</b>	<b>(\$0.061)</b>
Frederick County	\$0.610	TBD	TBD
Loudoun County	\$0.980	\$0.895	(\$0.085)
Prince William County <sup>3</sup>	\$1.198	\$1.128	(\$0.070)
Rappahannock County <sup>3</sup>	\$0.730	TBD	TBD
Spotsylvania County <sup>2,4</sup>	\$0.8094	\$0.7377	(\$0.0717)
Stafford County <sup>4</sup>	\$0.970	\$0.885	(\$0.085)

<sup>1</sup>Proposing not to adjust tax rate based on reassessment.

<sup>2</sup>Proposing equalized tax rate.

<sup>3</sup>Includes jurisdiction-wide special tax levies.

<sup>4</sup>Culpeper, Stafford, and Spotsylvania conduct reassessments biennially.



# PROPOSED TAX RATES IN THE REGION: BUSINESS PERSONAL PROPERTY

Jurisdiction	Tax Year 2021	Tax Year 2022	2021-2022 Change
Albemarle County	\$4.280	\$3.420	(\$0.860)
Alexandria City	\$4.750	\$4.750	\$0.00
Arlington County	\$5.000	\$5.000	\$0.00
Culpeper County	\$3.500	\$3.500	\$0.00
Fairfax County	\$4.570	\$4.570	\$0.00
Fauquier County	\$2.300	\$3.450	\$1.150
Frederick County	\$4.860	TBD	TBD
Loudoun County	\$4.200	\$4.200	0.00
Prince William County	\$3.700	\$3.700	\$0.00
Rappahannock County <sup>1</sup>	\$4.450	TBD	TBD
Spotsylvania County	\$4.550	\$4.550	\$0.00
Stafford County <sup>1</sup>	\$6.100	\$5.490	(\$0.610)

<sup>1</sup>Does not differentiate business versus personal property.



# STATE BUDGET UPDATE

County Administrator's Proposed Budget assumes limited State funding increases.

- The proposed budget eliminated \$2.5 million assuming the loss of the Grocery Tax local option 1%
- SB 451 – Now eliminates the full tax on groceries effective July 1, 2022
  - There is a commitment to provide a distribution to counties
  - Distribution has multiple methodologies over the next few years
  - Anticipated to be the bill used for conformance for the conference committee



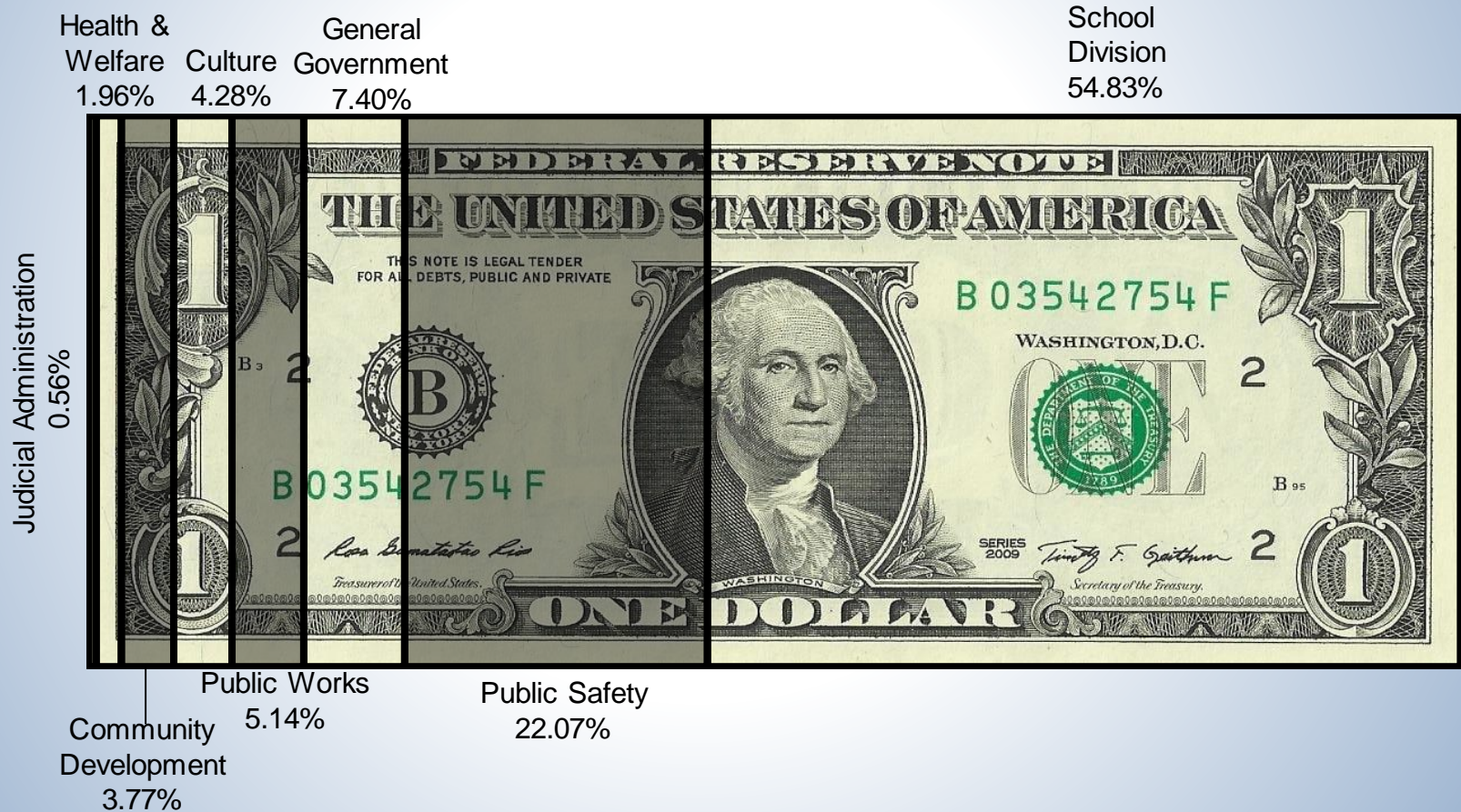
# STATE BUDGET UPDATE

- Expansion of local taxing authority for school construction via referendum
  - Multiple bills provided local governments the option to pass a local option sales tax of up to 1% specifically for school construction and modernization
  - No public opposition at the state only comments in support
  - SB 37, 298 and 472 were all defeated in the House on February 25
  - There is budget language to create a large fund and bond funding offsets at the State level in lieu of this opportunity given the needs of many localities
- School Division's Proposed Budget assumes \$7.7 million
  - \$2.4 million in Basic aid, LCI went down from 58.79 to 58.24
  - Governor proposed 5% compensation increase in FY 2023 and FY 2024 and the House has a proposal for 4% over the biennium with a 1% bonus in each year





# HOW IS A TAX DOLLAR SPENT IN THE FY 2023 PROPOSED BUDGET?





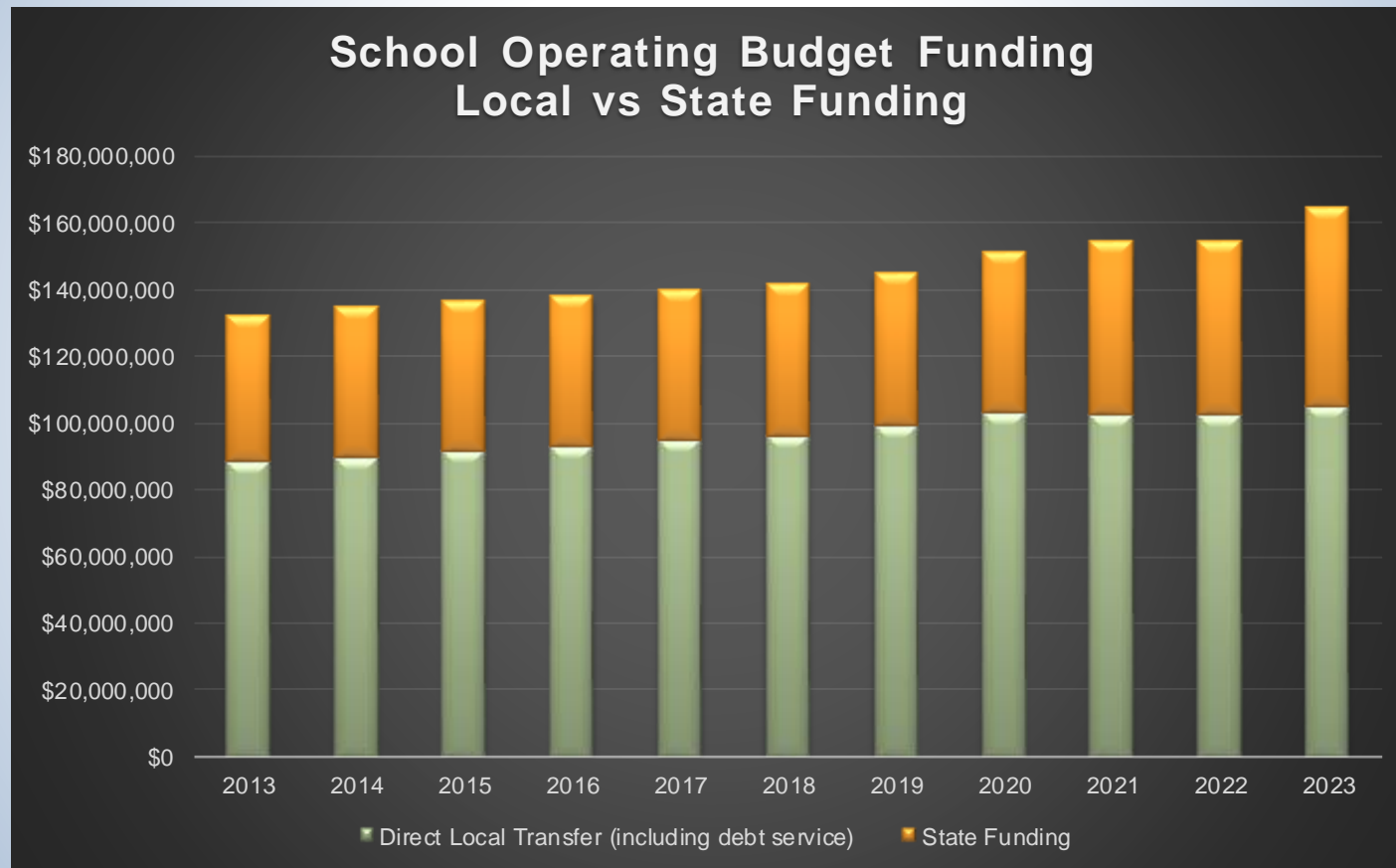


# SCHOOL DIVISION FUNDING

- The Superintendent's Proposed Budget was presented to the School Board on January 20
- Total budget of \$168.8 million including a local transfer of \$103.6 million, an increase of \$10,498,851 over the FY 2022
  - \$7.7 million in new requests – priorities include teacher compression and market adjustments
  - \$2.7 million in BOS prior committed funds to support FY 2022 compensation adjustments
  - Comprehensive maintenance requests of \$600k in FY 2023 with \$1.8m as the goal over the next five-year period
  - LCI (Ability to Pay) decreased from 0.5879 to 0.5824
- County Administrator's Budget includes the prior committed \$2.7 million, for a total local transfer of \$95,803,591



# SCHOOL DIVISION FUNDING

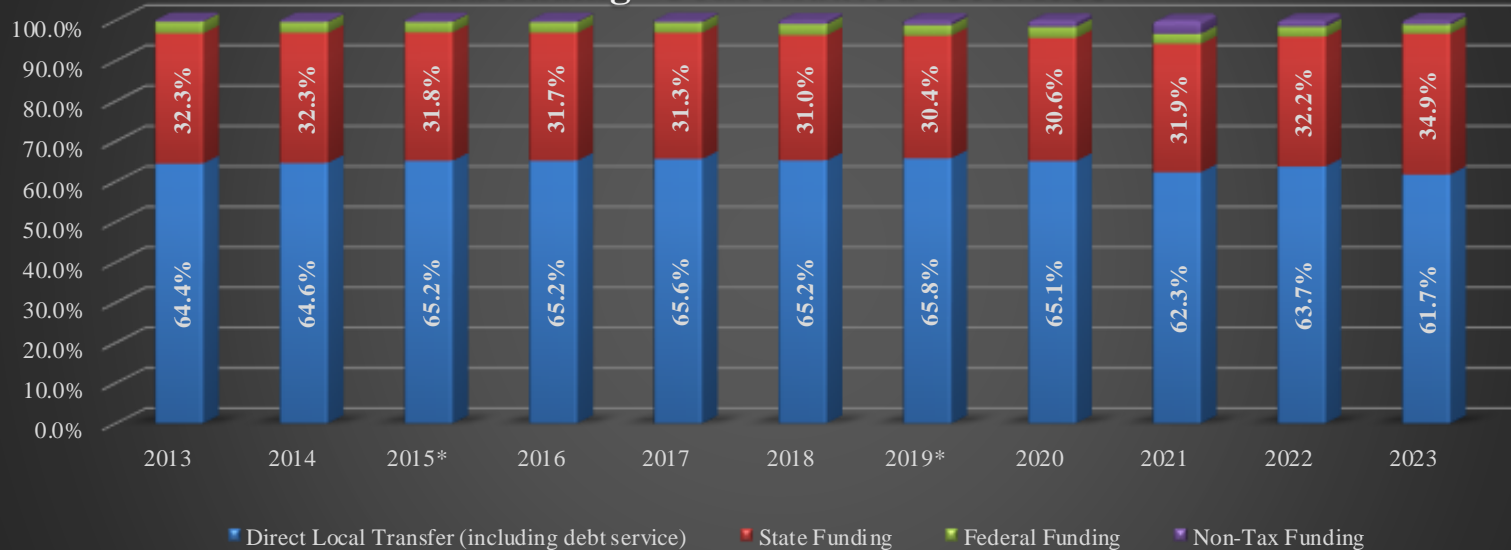


This does not include funding for consolidated services which totals \$10.32 million



# SCHOOL DIVISION FUNDING

School Division State and County Funding  
as of % of Total School Division Operating Revenues  
excluding Consolidated Services

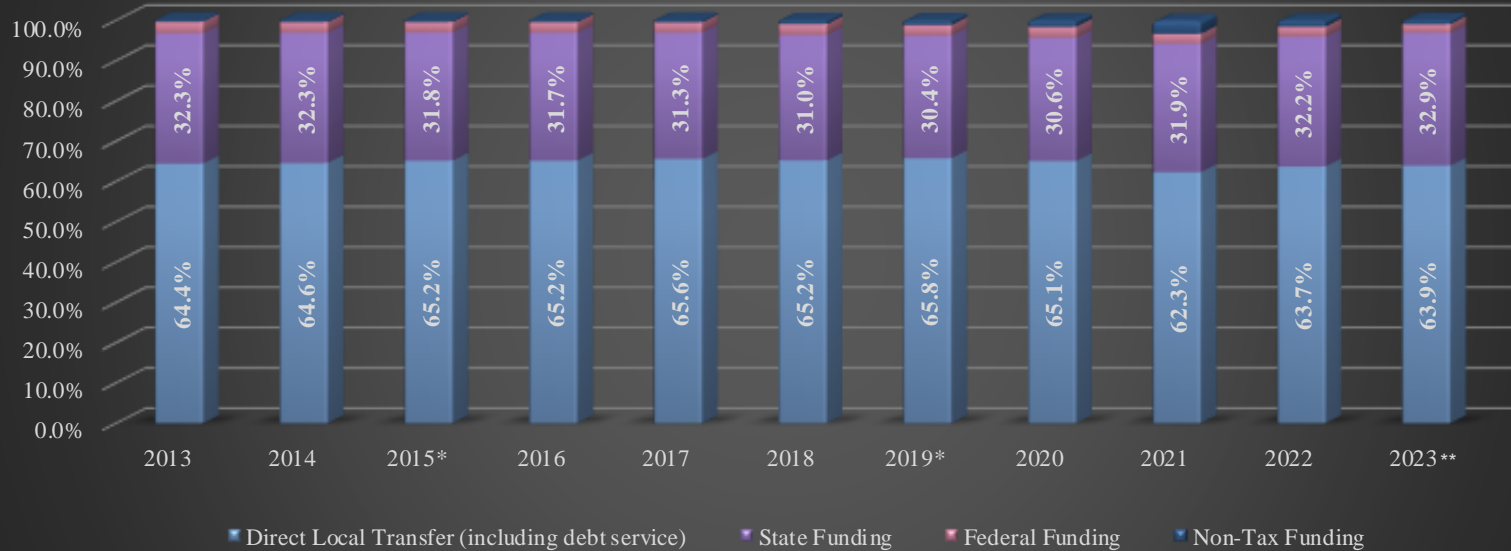


\*Budget adopted following a reassessment cycle.



# SCHOOL DIVISION FUNDING

School Division State and County Funding  
as of % of Total School Division Operating Revenues



\*Budget adopted following a reassessment cycle.

\*\*Includes consolidates services in the direct local transfer amount.



# FY 2023-2027 CAPITAL IMPROVEMENT PROGRAM

- March 10 budget work session will focus on CIP
- Discussion on current debt/debt service payments and how that changes over the term of the CIP
  - Provide overview of current outstanding debt and debt service payments
  - Provide overview of the current debt vs proposed debt
- Also impact of debt service payments and future revenue needs to cover CIP cash funding and debt service payments
- Discussion of School Construction and Modernization sales tax and a potential scenario
- Discussion of Debt Policy and year-end fund balance





# OVERVIEW OF CONTRIBUTIONS

- The FY 23-24 Proposed Budget includes contributions in the amount of \$1,151,203 in FY 2023 and \$1,151,622 in FY 2024 for existing programs and services
- No new organizations were funded
- Proposed budget includes increased contributions to:
  - **Fauquier SPCA** (\$50,000 increase in FY 2023)
  - **Hospice Support Fauquier County** (\$500 increase in FY 2023)
  - **Northern 4-H Educational & Conference Center** (\$828 increase FY 2024)
- Unfunded new requests:
  - **Northern Virginia Food Rescue** (\$95,000 request)
  - **Virginia Career Works** (\$14,199 request)



# OVERVIEW OF CONTRIBUTIONS

Organization	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Adopted	FY 2023 Proposed	FY 2024 Proposed
<b><u>General Government</u></b>					
Fauquier SPCA	300,000	300,000	300,000	350,000	350,000
Rappahannock-Rapidan Regional Commission	62,530	63,777	63,778	65,596	65,596
Rebates/Fee Waivers	21,315	33,500	39,300	39,300	39,300
Virginia War Memorial	-	94	94	94	94
<b><u>Judicial Administration</u></b>					
Legal Aid Works (LAW)	13,613	13,613	13,613	13,613	13,613
Piedmont Dispute Resolution Center	49,050	49,050	49,050	49,050	49,050
<b><u>Health and Welfare</u></b>					
Boys & Girls Clubs of Fauquier	9,000	9,000	9,000	9,000	9,000
Boys & Girls Clubs of Fauquier - Real Estate	13,154	13,455	13,455	13,455	13,455
Community Touch, Inc.	30,000	30,000	30,000	30,000	30,000
Didlake, Inc.	40,000	40,000	40,000	40,000	40,000
Fauquier CADRE, Inc. <sup>2</sup>	6,300	6,300	-	-	-
Fauquier Community Child Care, Inc.	9,000	9,000	9,000	9,000	9,000
Fauquier Community Food Bank and Thrift Store	20,000	20,000	20,000	20,000	20,000
Fauquier Education Farm, Inc.	5,000	5,000	5,000	5,000	5,000
Fauquier Family Shelter Services, Inc.	100,132	100,132	100,132	100,132	100,132
Fauquier Free Clinic, Inc.	47,500	47,500	47,500	47,500	47,500
Fauquier Habitat for Humanity	16,200	16,200	16,200	16,200	16,200
Hospice of the Piedmont <sup>1</sup>	2,000	-	-	-	-
Hospice Support of Fauquier County, Inc.	2,000	2,000	2,000	3,500	3,500
Literacy Volunteers of Fauquier County	13,500	13,500	13,500	13,500	13,500
People, Inc. of Virginia	5,000	5,000	5,000	5,000	5,000

<sup>1</sup>Organization withdrew from funding program.

<sup>2</sup>Contribution includes funding from State agency or State grant match.



# OVERVIEW OF CONTRIBUTIONS

Organization	FY 2020 Adopted	FY 2021 Adopted	FY 2022 Adopted	FY 2023 Proposed	FY 2024 Proposed
<b><u>Culture</u></b>					
Afro-American Historical Association of Fauquier County	617	617	617	617	617
Fauquier Alliance for Youth	2,470	2,470	2,470	2,470	2,470
Fauquier Heritage & Preservation Foundation, Inc.	3,000	3,000	3,000	3,000	3,000
Fauquier Historical Society, Inc.	10,172	10,172	10,172	10,172	10,172
Fauquier Veterans Council	1,600	1,600	1,600	1,600	1,600
Piedmont Symphony Orchestra <sup>2</sup>	10,000	10,000	10,000	10,000	10,000
<b><u>Community Development</u></b>					
Fauquier County Fair	7,408	7,408	7,408	7,408	7,408
Foothills Housing Corporation	55,300	55,300	55,300	55,300	55,300
Remington Community Partnership, Inc.	6,000	6,000	6,000	6,000	6,000
Northern Virginia 4-H Educational & Conference Center	6,172	6,172	6,172	6,172	7,000
Occoquan Watershed Management Program	10,590	10,590	10,590	10,590	10,590
Occoquan Watershed Monitoring Laboratory	46,773	60,592	62,531	64,570	66,830
Rappahannock River Basin Commission	1,000	1,000	1,000	1,000	1,000
Southeast Rural Community Assistance Project	2,500	2,500	2,500	2,500	2,500
Virginia Regional Transit <sup>3</sup>	38,072	39,270	39,936	43,264	44,595
Warrenton-Fauquier Visitor Center	42,600	42,600	42,600	42,600	42,600
<b><u>School Division</u></b>					
Virginia Preschool Initiative	54,000	54,000	54,000	54,000	54,000
<b>Total Contributions:</b>	<b>1,063,568</b>	<b>1,090,412</b>	<b>1,092,518</b>	<b>1,151,203</b>	<b>1,155,622</b>

<sup>1</sup>Organization withdrew from funding program.

<sup>2</sup>Contribution includes funding from State agency or State grant match.



# FY 2023-2024 BUDGET CALENDAR

Date	Time	Discussion	Location	Event
Friday, March 4	1:00 p.m.	Overview, New Positions, Contributions, and Compensation	Warren Green Building	Work Session
Thursday, March 10	3:30 p.m.	Capital Improvement Program	Warren Green Building	Work Session
Tuesday, March 15	3:00 p.m.	Joint BOS/School Board Meeting	Warren Green Building	Joint BOS/School Board Meeting
Tuesday, March 15	7:00 p.m.	Public Hearing on Budget, Tax Rates, and Capital Improvement Program	Warren Green Building	Public Hearing
Friday, March 18	2:00 p.m.	Public Safety and Public Safety Compensation	Fauquier High School Auditorium	Work Session
Tuesday, March 29	2:00 p.m.	Follow up Items	Warren Green Building	Work Session
Thursday, March 31	4:00 p.m.	Mark-up/Mark-down	Warren Green Building	Work Session
Monday, April 4	4:00 p.m.	Budget Adoption	Warren Green Building	Budget Adoption





# Questions & Discussion

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# **FY 2023 - 2024 Proposed Budget Overview of New Positions**

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**March 4, 2022**



# OVERVIEW OF NEW POSITIONS

- As part of the budget process, County departments requested:
  - FY 2023: 40.94 additional FTEs, approximately \$3.1 million
  - FY 2024: 11.40 additional FTEs, approximately \$1.2 million
- The County Administrator's Proposed Budget includes:
  - FY 2023: 9.94 additional FTEs, approximately \$656k in recurring costs:
    - The creation of 10.0 new FTP positions and elimination of 2.0 FTP positions
    - 1.76 FTEs in conversion of PTPs to FTP positions
    - 0.69 FTEs in creation of one PTP position, elimination of one 0.51 FTE PTP position
  - FY 2024: 0.00 additional FTEs



# OVERVIEW OF NEW POSITIONS

- The County Administrator's proposed position adjustments focus on:
  - Maintaining current service delivery and mitigating potential for service delivery failures
  - Increase service department staffing to appropriate levels to keep up with population growth in the County
  - Maintain compliance with Federal and State mandates and/or requirements
  - Utilization of revenues that offset position costs to local tax funding
- The total net local impact for these new positions is:
  - **FY 2023:** \$775,498 (\$656,339 in recurring costs)
  - **FY 2024:** \$0





# OVERVIEW OF NEW POSITIONS

Department	Adjustment	FTE
Agricultural Development	Establish Marketing Assistant and Farmers Market Coordinator	1.00
Airport Fund	Establish Flight Line Technician	1.00
Clerk of the Circuit Court	Convert PTP Deputy Clerk IV to FTP Administrative Manager	0.31
Clerk of the Circuit Court	Convert PTP Deputy Clerk I to FTP	0.25
Clerk of the Circuit Court	Convert PTP Deputy Clerk III to FTP Deputy Clerk III	0.40
Clerk of the Circuit Court	Establish Deputy Clerk II	1.00
Community Development	Establish Senior Planner	1.00
County Attorney	Establish Assistant County Attorney	1.00
Economic Development	Convert PTP Administrative Associate to FTP	0.33
Finance	Establish Contract Administrator	1.00
Fleet Maintenance	Remove Administrative Associate	(1.00)
Fleet Maintenance	Remove Senior Administrative Associate	(1.00)
General Services	Establish Inventory Control	1.00
Information Technology	Establish Information Security Analyst II	1.00
Library	Establish Library Assistant	0.69
Library	Remove Accounting Clerk	(0.51)
Parks and Recreation	Establish Maintenance Worker	1.00
Sheriff's Office	Establish Patrol Deputy - Traffic Enforcement	1.00
Social Services	Convert PTP Social Services Associate to FTP	0.47
<b>Subtotal, FY 2023 Proposed Budget Adjustments</b>		<b>9.94</b>



**FY23 POSITION: MARKETING ASSISTANT AND FARMERS  
MARKET COORDINATOR, 1.0 FTE**

**DEPARTMENT: AGRICULTURAL DEVELOPMENT**

**RECURRING COST: \$77,840 ONE-TIME COST: \$2,161**

**FY23 NET LOCAL IMPACT: \$68,636**

- Create a 1.0 Marketing Assistant position
- Offset by 14.6% funding from Warrenton and Remington, \$11,365 in recurring offsetting revenue
- Would work with farmers and farmers markets to
  - Increase retail sales opportunities
  - Seek out grants to support market development
  - Provide coordination between the County, farmers, and farmers markets
  - Utilize social media to promote local markets and products
  - Help administer one-time Marketing Assistance grants



**FY23 POSITION: FLIGHT LINE TECHNICIAN, 1.00 FTE**

**DEPARTMENT: AIRPORT FUND**

**RECURRING COST: \$68,647 ONE-TIME COST: \$1,150**

**FY23 NET LOCAL IMPACT: \$69,797**

- Adds a new Flight Line Technician position to the department
- One-time funding provides \$1,150 for computer, technology licensing, and training
- Position is responsible for quality assurance of fuel including testing fuel tanks daily
- Fuels planes, drives fuel truck
- Maintains records of all fuel sales in electronic fuel management system
- Assists in maintaining vehicles
- Provides customer services as required and offered by the Airport



**FY23 POSITION: DEPUTY CLERK I, 0.25 FTE**  
**DEPARTMENT: CLERK OF THE CIRCUIT COURT**  
**RECURRING COST: \$13,477 ONE-TIME COST: \$0**  
**FY23 NET LOCAL IMPACT: \$0**

**FY23 POSITION: DEPUTY CLERK III, 0.40 FTE**  
**DEPARTMENT: CLERK OF THE CIRCUIT COURT**  
**RECURRING COST: \$25,426 ONE-TIME COST: \$0**  
**FY23 NET LOCAL IMPACT: \$0**

- Adjusts a Deputy Clerk I, from 28 hours to 37.5 hours
- Adjusts a Deputy Clerk III position, from 22.50 to 37.5 hours
- Increased hours are offset by an adjustment in recordation revenues
- Based on recent challenges filling and retaining part-time staff the budget recommends converting all part-time permanent positions to full-time to help address the increased workload and provide more attractive opportunities to job applicants





**FY23 POSITION: ADMINISTRATIVE MANAGER, 0.31 FTE**  
**DEPARTMENT: CLERK OF THE CIRCUIT COURT**  
**RECURRING COST: \$27,342 ONE-TIME COST: \$0**  
**FY23 NET LOCAL IMPACT: \$0**

- Position currently is budgeted at 26 hours and would increase to 37.5 hours
- Position would convert from a Deputy Clerk IV to an Administrative Manager
- Position would oversee the land records division, providing an additional layer of expertise in the area that has seen the greatest increase over the past few years



**FY23 POSITION: DEPUTY CLERK II, 1.00 FTE**  
**DEPARTMENT: CLERK OF THE CIRCUIT COURT**  
**RECURRING COST: \$56,201 ONE-TIME COST: \$5,000**  
**FY23 NET LOCAL IMPACT: \$0**

- Adds a new Deputy Clerk II position to the office
- Additional position would provide permanent additional capacity to address the increased workload the department
- Increased hours are offset by an adjustment in recordation revenues
- The position is considered for the records division to help address the increased workload in that area of the department
- While some records and filings will decrease in the future due to changes in the market, this addition reflects the permanent increase in filings due to additional homes and increased population compared to a decade ago



**FY23 POSITION: SENIOR PLANNER, 1.0 FTE**  
**DEPARTMENT: COMMUNITY DEVELOPMENT**  
**RECURRING COST: \$98,921 ONE-TIME COST: \$2,161**  
**FY23 NET LOCAL IMPACT: \$101,082**

- Create a 1.0 Senior Planner position within the Zoning and Development Services Division
- Addresses increasing service volume needs due to increases in commercial and industrial development in the County
- Position would focus or dedicated to commercial or industrial applicants throughout the process



**FY23 POSITION: ASSISTANT COUNTY ATTORNEY, 1.00 FTE**  
**DEPARTMENT: COUNTY ATTORNEY**  
**RECURRING COST: \$107,502 ONE-TIME COST: \$13,000**  
**FY23 NET LOCAL IMPACT: \$120,502**

- Adds a new Assistant County Attorney position to the department
  - Department requests for documents and opinions is up 28% compared to the prior year
  - Over the past five years matters increased from 365 to 4,801
  - Incremental changes have led to efficiencies but workload exceeds current staffing with those changes
- County Attorney's Office is handling increased and more complex litigation
- Position will allow more senior and experienced staff to focus on more complex matters, spread the overall workload, and begin to train new attorneys for succession planning purposes



**FY23 POSITION: ADMINISTRATIVE ASSOCIATE, 1.0 FTE**  
**DEPARTMENT: ECONOMIC DEVELOPMENT**  
**RECURRING COST: \$14,950 ONE-TIME COST: \$0**  
**FY23 NET LOCAL IMPACT: \$14,950**

- Increase Administrative Associate position from 0.67 FTE (25 hours/week) to 1.0 FTE (30 hours/week)
- Would support Economic Development by:
  - Handling administrative tasks
  - Handling department budget items
  - Providing phone coverage
  - Providing database management
  - Providing website management
- Department has been requesting this hours increase since before FY17





**FY23 POSITION: CONTRACT ADMINISTRATOR, 1.0 FTE**

**DEPARTMENT: FINANCE**

**RECURRING COST: \$98,921 ONE-TIME COST: \$2,161**

**FY23 NET LOCAL IMPACT: \$101,082**

- Create a 1.0 Contract Administrator position within the Procurement Division
- Would allow Procurement to improve management and maintenance of contracts held by the County



**FY23 POSITION: INVENTORY CONTROL CLERK, 1.0 FTE**

**DEPARTMENT: GENERAL SERVICES**

**RECURRING COST: \$61,199 ONE-TIME COST: \$0**

**FY23 NET LOCAL IMPACT: \$61,199**

- Create a 1.0 Inventory Control Clerk
- The duties associated with this positions have been performed by an Administrative Associate and Senior Administrative Associate in Fleet Maintenance Fund but it is proposed that these two positions are being eliminated.
- Work Includes
  - Ordering and receiving parts from vendors
  - Monitor inventory levels of parts, equipment, supplies and other materials
  - Reviews contract and bid procedures



**FY23 POSITION: INFORMATION SECURITY ANALYST II, 1.00 FTE**

**DEPARTMENT: INFORMATION TECHNOLOGY**

**RECURRING COST: \$73,252 ONE-TIME COST: \$4,500**

**FY23 NET LOCAL IMPACT: \$77,752**

- Adds a new Information Security analyst position to the department
- Position will assist with the day-to-day security related functions
- Manage account access to the network
- Investigate attacks on the network
- Troubleshoot virus and malware issues on specific stations or other assigned devices
- Will allow the Security Analyst IV to focus on broader system wide prevention and monitoring



**FY23 POSITION: LIBRARY ASSISTANT, 0.69 FTE**

**DEPARTMENT: LIBRARY**

**RECURRING COST: \$38,044 ONE-TIME COST: \$0**

**FY23 NET LOCAL IMPACT: \$21,656**

- Create a 0.69 (26 hour/week) FTE Library Assistant position at the Marshall Library
- Offset by removal of 0.51 FTE Accounting Clerk position, \$16,388 recurring offsetting
- Would allow the Marshall Branch Library to expand to pre-pandemic hours



**FY23 POSITION: FACILITIES MAINTENANCE WORKER, 1.00 FTE**

**DEPARTMENT: PARKS AND RECREATION**

**RECURRING COST: \$61,750 ONE-TIME COST: \$123,000**

**FY23 NET LOCAL IMPACT: \$184,750**

- Position will provide ballfield and other maintenance as time allows
- Equipment costs include:
  - A vehicle, groomer and trailer - \$123,000
  - Fuel and supplies - \$6,900
- Priority focus on maintenance versus new programming based on the identified needs in the 2021 Parks Master Plan
- A dedicated position to this effort will help provide more consistent upkeep to the various ballfields and allow for the highest usability possible by the public
- In the long-term this is more cost advantageous than contracting out





**FY23 POSITION: DEPUTY SHERIFF, 1.0 FTE**

**DEPARTMENT: SHERIFF'S OFFICE**

**RECURRING COST: \$83,116 ONE-TIME COST: \$90,161**

**FY23 NET LOCAL IMPACT: \$173,277**

- Adds a Deputy Sheriff position to support the Traffic Unit within the Patrol Division
- BOS approved one-time funding for traffic enforcement mid-FY 2022 through the end of the fiscal year
- One-time funding includes vehicle purchase, uniforms, additional Sheriff supplies, and technology
- Primary mission is to promote highway safety through education and enforcement, collect crash data, conduct speed studies, and identify problematic areas concerning traffic safety



**FY23 POSITION: SOCIAL SERVICES ASSOC, 1.0 FTE**  
**DEPARTMENT: SOCIAL SERVICES**  
**RECURRING COST: \$29,293 ONE-TIME COST: \$0**  
**FY23 NET LOCAL IMPACT: \$19,919**

- Increase Social Services Associate position from 0.53 FTE (20 hours/week) to 1.0 FTE (37.5 hours/week)
- Would support Family Services' ability to provide protective services and resources
- Position qualifies for 32% reimbursement through the state, \$19,870 of total recurring costs
- In FY23 approx. \$9,000 of \$19,919 can be covered by COVID special funding grant so long as the position remains part-time  
→ Recommend moving the position to FTP starting January 1, 2023 to maximize use of this grant



# Questions & Discussion

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